

**MINUTES FROM THE REGULAR MEETING
MEMORIAL HOSPITAL OF SWEETWATER COUNTY
BOARD OF TRUSTEES**

October 5, 2022

The Board of Trustees of Memorial Hospital of Sweetwater County met in regular session at Castle Rock Medical Center in Green River, Wyoming, on October 5, 2022, at 2:00 p.m. with Dr. Barbara Sowada, President, presiding.

CALL TO ORDER

Dr. Sowada welcomed everyone and called the meeting to order.

Dr. Sowada requested a roll call and announced there was a quorum. The following Trustees were present: Mr. Taylor Jones, Mr. Marty Kelsey, Ms. Kandi Pendleton, Dr. Barbara Sowada, and Mr. Ed Tardoni.

Officially present during the meeting: Ms. Irene Richardson, Chief Executive Officer; Mr. Geoff Phillips, Legal Counsel.

Dr. Sowada welcomed guests Ms. Mary Thoman and Mr. Jeff Smith from the Sweetwater County Board of County Commissioners and thanked them for attending.

Pledge of Allegiance

Dr. Sowada led the attendees in the Pledge of Allegiance.

Our Mission and Vision

Ms. Kandi Pendleton read aloud the mission and vision statements.

Mission Moment

Ms. Richardson introduced Mr. Michael Stromberg, Director of Dining Services from Unidine. She shared various favorable comments given to her at a recent local event. The comments were for different areas of the Hospital. Ms. Richardson said we received a stack of letters from the Green River 6th Ward Young Women, read several aloud, and said the letters will be shared with staff.

AGENDA

The motion to approve the agenda with the addition of an item under “New Business” was made by Mr. Jones; second by Mr. Kelsey. Motion carried.

APPROVAL OF MINUTES

The motion to approve the minutes of the September 14, 2022, regular meeting as presented was made by Mr. Jones; second by Mr. Tardoni. Motion carried. The motion to approve the minutes of the September 21, 2022, emergency meeting as presented was made by Mr. Jones; second by Ms. Pendleton. Motion carried. The motion to approve the minutes of the September 22, 2022, special meeting as presented was made by Mr. Jones; second by Mr. Tardoni. Ms. Pendleton said she was not in attendance and abstained. Motion carried.

COMMUNITY COMMUNICATION

There were no comments.

OLD BUSINESS

Plan for Providing Patient Care Services and Scopes of Care

Dr. Ann Marie Clevenger, Chief Nursing Officer, reviewed the plan. The motion to approve the plan with typographical changes as noted was made by Mr. Tardoni; second by Mr. Jones. Motion carried.

Think Tank Update

Mr. Tardoni provided a Think Tank project update.

NEW BUSINESS

Human Resources Charter

Ms. Pendleton reviewed the changes. The motion to approve the charter as presented was made by Ms. Pendleton; second by Mr. Kelsey. Motion carried.

Credentials Committee

Ms. Kerry Downs, Director of Medical Staff Services, reviewed updated applications. The motion to approve the Physician Reappointment Application, Non-Physician Provider Initial Application, and Non-Physician Provider Reappointment Application as presented was made by Mr. Tardoni; second by Ms. Pendleton. Motion carried.

Utilization Management Plan

Dr. Clevenger said the plan has been approved by the Utilization Management Committee, Quality Committee, and Medical Executive Committee. The motion to approve the plan as presented was made by Ms. Pendleton; second by Mr. Jones. Motion carried.

Recruiting Grant from the State

Ms. Tiffany Marshall, Foundation Executive Director, reviewed the grant opportunity. The motion to approve moving forward with the grant application and allowing the Board President to sign a resolution of support by the governing body was made by Mr. Jones; second by Ms. Pendleton. Motion carried.

CHIEF EXECUTIVE OFFICER REPORT

Ms. Richardson provided a strategic plan update. Person-centered care workshops and communicating with empathy workshops continue. The Patient and Family Advisory Council continues monthly meetings and is a wonderful group from our community committed to helping us improve the patient experience. Wellness Wednesdays at noon weekly started and anyone is welcome to attend. We are focusing on the workforce to be engaged and well so we can take care of our patients. Ms. Karen Andazola from Planetree will be onsite the week of October 24 to help us prepare to move forward to our next phase in our person-centered care culture. The Culture of Safety Survey will be administered in October. We extended our Employee Satisfaction Survey a week so that moved the safety survey out to begin October 24. Ms. Richardson said we cannot do what we need to do without the help of the staff. We are focusing on continuing to “re-recruit” staff. We are working on a plan to increase days of cash on hand. Ms. Richardson said we are focusing on many items in the income statement. We changed our electronic health record in April, so we have some accounts receivable in our old system and we are working on collecting on those accounts. We are looking at efficiencies and lowering expenses. Ms. Richardson said we have plans in place to improve our financial performance. Some things are out of our control, however. Inflation and supply chain issues continue to impact us. We are working on plans to improve our bottom line. Ms. Richardson commended staff for coming through the pandemic. With support from the Board, we completed an analysis of wages and are taking steps to hire our own staff and decrease contract staff. Our contract staff expense last year was \$7M. We are starting to see those expenses come down. CliftonLarsonAllen will review our system and charge capture. Ms. Richardson will present a Town Hall October 28. We have submitted two projects to the Wyoming SLIB. Our applications will be reviewed at a special meeting in early November. There have been over 200 applications made for over \$200M with only \$60M available. Ms. Richardson thanked Ms. Marshall for the excellent job she did on preparing our SLIB grant applications as well as the entire team involved in the process. Ms. Richardson said she attended the Wyoming Hospital Association annual meeting and the American Hospital Association regional policy meeting. She said the focus is on financials nationwide. Workforce and behavior/mental health, and workplace violence are priorities. We have been able to stay open, not stop any services, and we did not lay off any staff.

COMMITTEE REPORTS

Quality Committee

Mr. Jones said the information is in the meeting packet.

Human Resources Committee

Ms. Pendleton said the information is in the meeting packet.

Finance and Audit Committee

Mr. Tardoni said information is in the meeting packet.

Capital Expenditure Request: Ms. Tami Love, Chief Financial Officer, reviewed changes to the application previously approved. The motion to approve FY 23-4 as presented plus a 10% contingency as discussed was made by Ms. Pendleton; second by Mr. Jones. Motion carried.

Bad Debt: The motion to approve the net potential bad debt of -\$127,617.38 as presented by Mr. Ron Cheese, Director of Patient Financial Services, was made by Mr. Tardoni; second by Mr. Jones. Motion carried.

Building and Grounds

Mr. Kelsey said the information is in the meeting packet.

Foundation

Ms. Marshall provided an update.

Compliance Committee

Ms. Pendleton said the information is in the meeting packet.

Governance Committee

Dr. Sowada said the information is in the meeting packet.

Executive Oversight and Compensation and Joint Conference Committee

Dr. Sowada said the groups have not met.

CONTRACT REVIEW

There were no comments.

BOARD EDUCATION

Financial Turn Around During Existential Crisis & the Purpose Of A System Is What It Does Not What It Claims To Do

The Trustees shared comments.

MEDICAL STAFF REPORT

Ms. Downs shared an update provided by Dr. Brianne Crofts, President of the Medical Staff. The Surgery Department met and elected Dr. Benjamin Jensen as the Chair and Dr. Tony Pedri as Vice-Chair. The Medicine Department will meet in the next week and conduct elections.

GOOD OF THE ORDER

Ms. Pendleton commented how nice it is to have the hospital front doors open again.

EXECUTIVE SESSION

The motion to go into executive session was made by Mr. Jones; second by Ms. Pendleton. Motion carried. Dr. Sowada said there would be a ten-minute break.

RECONVENE INTO REGULAR SESSION

At 5:23 p.m., the motion to leave executive session and return to regular session was made by Mr. Jones; second by Ms. Pendleton. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION

Approval of Privileges

The motion to approve the list of clinical privileges and appointments to the Medical Staff as reviewed in executive session was made by Ms. Pendleton; second by Mr. Jones. Motion carried.

Credentials Committee Recommendations from September 13, 2022

1. Initial Appointment to Associate Staff (1 year)
 - Dr. Arion Lochner, Emergency Medicine (U of U)
 - Dr. Brian Opferman, Emergency Medicine (U of U)
 - Dr. Anne Shirley Jones, Emergency Medicine (U of U)
2. Initial Appointment to Active Staff (2 years)
 - Dr. Jonathan Roddy, Emergency Medicine (U of U)
3. Reappointment to Active Staff (2 years)
 - Dr. Banu Symington, Hematology/Oncology
 - Dr. Tony Pedri, Orthopaedic Surgery
4. Reappointment to Consulting Staff (2 years)
 - Dr. Libo Wang, Cardiovascular Disease (U of U)
 - Dr. Anees Daud, Cardiovascular Disease (U of U)
5. Reappointment to NPP Staff (2 years)
 - Jacquelyn Barnhart, Oncology Nurse Practitioner
6. New Business
 - Physician Reappointment Application
 - Non-Physician Provider Initial Application
 - Non-Physician Provider Reappointment Application

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:24 p.m.

Dr. Barbara Sowada, President

Attest:

Ms. Kandi Pendleton, Secretary